

MEMORANDUM

May 20, 2009

TO: Carla Reid, Director, Departments of Permitting Services
FROM: Chris Cihlar, CountyStat Manager
SUBJECT: Department of Permitting Services Performance Review

The following items were identified for follow-up during the 5/8/2009 CountyStat meeting:

1. Follow up with projections for residential inspections to better capture data moving forward.
Responsible parties: DPS
Other parties involved: CountyStat
Deadline: 6/26/2009
 2. Add a 24-month rolling trend line for percent of permits issued that received a final inspection.
Responsible parties: DPS
Other parties involved: CountyStat
Deadline: 6/26/2009
 3. Include the median in Headline Measure #4: "Time to issue permits: New Construction" to ensure outliers are not overly impacting the data shown.
Responsible parties: DPS
Other parties involved: none
Deadline: 6/26/2009
 4. Utilize GIS maps presented by CountyStat on service requests and develop outreach strategies to address community needs.
Responsible parties: DPS
Other parties involved: CountyStat
Deadline: 7/17/2009
 5. When plan tracking becomes operational, begin reporting data that includes only what is within DPS' control.
Responsible parties: DPS
Other parties involved: none
Deadline: TBD
 6. Update the DPS performance plan and submit for publication on the web.
Responsible parties: DPS
Other parties involved: none
Deadline: 7/3/2009
- cc: Timothy Firestine, Chief Administrative Officer
Fariba Kassiri, Assistant Chief Administrative Officer